



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke – Director of Administrative Services

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission:** April 9, 2014

2. **Date of Board Meeting:** April 16, 2014

3. **Individual or Entity making the submission:**

Gerard G. Toner, Director of Culture, Parks and Recreation

4. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

The Individual or Entity making the submission requests that the Board of Selectmen:

Approve the Public Gathering Permit applications for the following events: Lions Club Walk for Sight (May 10), Pawmeadow Dog Park Fundraiser (May 10), Simsbury High School Graduation (June 17), PAC Jazz Festival (June 21), Valley Collector Car Club Show (July 13/raindate July 20), PAC – Tedeschi Trucks Band (August 14), PAC – Jazz n' Blue Festival (August 16), Simsbury Women's Club Annual Arts & Crafts Festival (Sept. 13 & 14), Simsbury Fly-In and Car Show (Sept. 14).

5. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**

Gerard G. Toner, Director of Culture, Parks and Recreation
860-408-4682
gtoner@simsbury-ct.gov

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

Public Gathering Permit meetings have been held on February 12 and April 8 for organizations interested in securing permission for an event utilizing town owned property. The following have submitted completed applications with all required signoffs and are ready for Board of Selectmen approval:

Lions Club Walk for Sight	Saturday, May 10
Pawmeadow Dog Park Fundraiser	Saturday, May 10
Simsbury HS Graduation	Tuesday, June 17
PAC – Jazz Festival	Saturday, June 21
Valley Collector Car Club Show	Sunday, July 13
PAC – Tedeschi Truck Band	Thursday, August 14
PAC – Jazz n'Blue Festival	Saturday, August 16
Woman's Club Arts & Crafts Show	Friday, September 13/ Saturday, September 14
Simsbury Fly-In and Car Show	Saturday, September 14

7. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

The following documents are included with this submission and attached hereto:

NA